

MINUTES
HISTORIC PRESERVATION COMMISSION

August 23, 2021
City Council Chambers

The Regular Meeting of the Historic Preservation Commission of the City of Woodstock was called to order by Chair Donovan Day at 7:02 PM on Monday, August 23, 2021.

CALL TO ORDER / ROLL CALL:

COMMISSION MEMBERS PRESENT: Tom Ellinghausen, Jennifer Wegmann-Gabb, Erica Wilson and Chair Donovan Day.

COMMISSION MEMBERS ABSENT: Marti Dejon.

STAFF PRESENT: City Planner Darrell Moore, Economic Development Director Garrett Anderson and Executive Assistant/ Chief Deputy City Clerk Jane Howie.

OTHERS PRESENT: Whitney Behm and contractor Graham Svoboda.

ACCEPTANCE OF MINUTES:

Motion made by T. Ellinghausen, second by J. Wegmann-Gabb, to accept the July 12, 2021 Minutes. Ayes: T. Ellinghausen, J. Wegmann-Gabb, E. Wilson and Chair D. Day. Nays: none. Abstentions: none. Absentees: M. Dejon. Motion carried.

PUBLIC COMMENT: None.

NEW BUSINESS

a. 101 North Throop Street – Certificate of Appropriateness for building alterations
D. Moore said although this item was added to this evening's agenda, the City didn't receive the items until late Friday afternoon. He noted that the applicants are here this evening in the hopes that Commissioners can review the materials. If Commissioners prefer, this can be treated as a discussion item, which would also be appropriate. D. Moore stated that the building being discussed is where the Michling Plaza & Associates Law Firm is located; photos were displayed for Commissioners viewing. D. Moore added that the applicant wants to make improvements to this building so that she can move her dental office into the first floor; the second floor would remain offices.

Dr. Behm, stated that she grew up in Woodstock and has been working at a location on the Square for quite some time. Her practice is expanding so she is in need of additional space. It was noted that she'd like to add windows for additional light. The windows at street level would be tinted to allow for patient privacy. Mr. Svoboda would handle the construction, which would include the removal of Dryvit and re-bricking the top section. It is their plan to stain the outside of the building a grey-tone and add accent bricks to eliminate the red. Brick shades were displayed, which include several shades of grey. The staining would occur approximately thirty days after the brick is installed. They would like to pull out all the bushes to allow for a brick paver patio and have better use of de-icing agents. Mr. Svoboda mentioned that some of the bricks have started to crumble, but he plans to reclaim some of the bricks from above. They also plan to tuckpoint the whole building and add banding to break up the monotony of an all brick building. Mr. Svoboda continued on to say that after inspecting the space with an architect, it appears that the second floor was an addition.

It was noted that a new rooftop HVAC unit(s) is needed, which would be installed in the same location as the current unit(s); however, the new unit would be smaller.

D. Moore said the building was originally built in mid-1970s or early 1980s. Mr. Svoboda said the second floor was in a photo from 1991. D. Day thanked the applicants for their proposal and their initiative. He asked if the applicant can apply for façade funding. G. Anderson said the City and applicant are working together on this. T. Ellinghausen said he likes the proposed look. J. Wegmann-Gabb said she likes that they're going to the extent of staining the brick, and that they're working with a restoration company out of Lake Geneva. E. Wilson said she likes the concept, as well. She'd like to see construction documents as she doesn't feel ready to vote on this tonight.

It was mentioned that the applicant would like to start interior construction during the winter months and begin the exterior in March 2022 so that they can move in around Sept. 2022. Ms. Behm said they are looking for approval as soon as possible so that they can move forward with funding. In response to a question from E. Wilson, Mr. Svoboda shared elevation drawings and their building plans. He mentioned that the banding will be more of a flat finish, but will mimic limestone. G. Anderson said the City will look at a TIF redevelopment agreement rather than just a façade improvement. It was mentioned that a masonry product might be more weather tight vs. banding. D. Day said he'd like to assist them in moving forward. D. Moore said conditions or contingencies can be included in a motion to approve. It was noted that the windows would be one-way reflective with a dark-mirrored finish so that people can't see in. The film will be on the interior of the window. The window sills will be limestone to match the banding. There was a bit of discussion about soldier-course, EIFS, colors for window trim and banding.

It was mentioned that this building is less than 50 years old and is a contributing building in the historic district.

Motion by J. Wegmann-Gabb to approve the Certificate of Appropriateness for building alterations at 101 North Throop Street, subject to the following: that any window privacy coating not be applied externally; that the brick stain and window colors be as presented at the meeting; and that the frieze board elements be masonry or cast stone, instead of EIFS, if feasible, second by E. Wilson. Ayes: T. Ellinghausen, J. Wegmann-Gabb, E. Wilson and Chair D. Day. Nays: none. Abstentions: none. Absentees: M. Dejon. Motion carried.

b. 227 West Judd Street – Certificate of Appropriateness for a pavilion

Kevin Newton, MBI Staffing was present as well as their Director of Finance and their Project Manager. MBI Staffing wants to install a pavilion on 217 W. Judd Street, on the southwest side of their lot. The pavilion will allow their employees to enjoy the outside space during their breaks. After looking at the shared image, D. Day suggested they consider wrapping the base of posts with stone to add some architectural detail. Commissioners also discussed better ways of using braces and support beams. Mr. Newton said they are open to recommendations. He added that they are willing to match the brick on the break-wall. They are researching materials to find those that will provide the most longevity. There was a request to protect the trusses against the weather.

D. Day suggested adding dormers for a more visually-appealing appearance. The applicant stated that their private parking lot will be paved with landscaping around it. They would like to begin construction in a couple of weeks. D. Day said he'd like to see another rendering with the details the Commission has requested; to include some type of stone work on the post, some dormers on

the roof, and details for the bracing being curved. E. Wilson requested that the applicants be sure this building is built as a commercial building.

The applicants are also interested in putting a shed under this building, as well. J. Wegmann-Gabb asked about the look of the City's trash enclosures. She opined the potential trash enclosures look more appealing than the applicant's photo. D. Day said perhaps an architect's rendering would help the Commission to consider this request. Commissioners are concerned with the appearance of this building from the Square. E. Wilson suggested looking at the Trex website, or others similar to it, for a more comprehensive design. Commission requests thus far include stone details on posts and curvature of beams. There was a request to two to three dormers on each side of the roof to enhance appearance. Other suggestions included the addition of a cupola or a different type of roofing such as architectural shingles.

The Commission agreed that the applicant can apply for permits for the footings; however, the Commission would like to see the design aesthetic and colors, etc. before moving forward from there. Discussion ensued pertaining to the appropriate process of installing footings along with the installation of the concrete slab.

D. Moore confirmed that the City will not issue a building permit until the applicant presents additional renderings to this Commission.

The Commission discussed continuing the applicant's request for a Certificate of Appropriateness to the next meeting.

Motion by T. Ellinghausen to continue the Certificate of Appropriateness for a pavilion at 227 West Judd Street to the next Historic Preservation Commission meeting, second by E. Wilson Ayes: T. Ellinghausen, J. Wegmann-Gabb, E. Wilson and Chair D. Day. Nays: none. Abstentions: none. Absentees: M. Dejon. Motion carried.

OLD BUSINESS

REPORTS AND DISCUSSION:

a. Meeting scheduling and procedures discussion

D. Moore said some things have not come together as the Commission would like. His goal is to get documents to the Commission one week in advance of each meeting. He said that he's been lax toward applicants because it seems that every case has been an emergency for many different reasons. He doesn't want the public to view this Commission as an obstacle, but rather an ally. He asked Commissioners for their comments. D. Day said the Friday packet works great for him, but he also understands the concerns and the position that D. Moore is in. He understands the desire to keep the applicant's projects moving forward. E. Wilson thanked D. Moore for acknowledging these issues. She explained why she'd like more time to review the materials, which will allow her to feel prepared for the meeting. J. Wegmann-Gabb said D. Moore should put the responsibility on to the applicant in getting documents submitted on a timely basis. D. Moore added that he's been on Commissions, so he understands the stress of getting information / documents late. There was a bit of discussion pertaining to the Open Meetings Act. D. Moore said he understands that they need an appropriate amount of notice. There was a suggestion to get the packets to Commissioners by the Wednesday before the Monday meeting.

D. Moore thanked the Commissioners' tolerance in having a Special Meeting, when an exception occurs. D. Moore said there are some things that he can approve administratively; he explained the process. D. Moore reminded the Commission when replying to an email, reply to D. Moore only, do not reply all.

b. Downtown height recommendations

It was mentioned that it's difficult to come up with a standard since there are areas of town that are higher and lower. D. Day suggested reviewing each item on an individual basis.

D. Moore added that the City is in the pre-construction phase of the Old Courthouse. D. Day said the City has done a great job protecting the outside first. D. Moore said there are six groups of entities involved. Construction could begin before the end of the year. He added that the Public House is not interested in expanding into the lower level of the Sheriff's House. Most attention is the elevated floors in the Public House, which are having issues. There is a focus on opening up the sealed-off room in the basement. Tenants are mainly the same as discussed. The selected Construction Manager is a national company, Bulley and Andrews. Further discussion ensued.

c. Historic Preservation Educational Opportunities discussion

D. Moore said he's been getting emails about educational opportunities, some are more inline with this Commission than others. One that came along is a series of webinars from the National Park Service, which includes two days of webinars. D. Moore said after he participates in the webinar he can share the links with interested Commissioners. Commissioners were somewhat interested, depending on the topics. D. Moore opined that this Commission should have the opportunity for further education as a service to this community.

FUTURE AGENDA ITEMS

- 1.MBI Staffing – Pavilion Request
- 2.Old Courthouse Reports

ADJOURNMENT:

Motion made by E. Wilson, second by T. Ellinghausen to adjourn this Regular Meeting of the Historic Preservation Commission. Ayes: T. Ellinghausen, J. Wegmann-Gabb, E. Wilson and Chair D. Day. Nays: none. Abstentions: none. Absentees: M. Dejon. Motion carried. Meeting adjourned at 8:58 PM.

Respectfully submitted,

Jane Howie
Chief Deputy City Clerk